

Agenda

**Human Resources Committee
Jefferson County Courthouse
320 S Main St, Room 112
Jefferson, WI 53549**

November 20, 2012 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Greg David; Pamela Rogers, Secretary; Jim Schroeder, and Dick Schultz, Vice-Chair

1. Call to order
2. Roll call to establish a quorum
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approval of November 7, 2012 minutes
7. Communications
8. Discussion and possible recommendation of a resolution adopting the proposed 2012 Compensation and Classification Study, including but not limited to implementation process, exempt vs. non-exempt positions, combination or consolidation of positions, job-title changes and a classification review process
9. Discussion of all Personnel Ordinances under HR0300, Compensation, and Personnel Ordinance HR0250, Exempt Service, and consideration of amendments affected by implementation of the Classification and Compensation Study
10. Discussion of Personnel Ordinance HR0450, Leave of Absence Without Pay, and consideration to increase voluntary unpaid hours available
11. Discussion of Personnel Ordinance HR0120, Differences for Sworn, Non-represented Law Enforcement Employees, and consideration of extending Patrol Sergeants scheduled hours of work
12. Review of Resolutions 2004-50, providing continued insurance coverage for employees on active duty, and Resolution 2004-51, providing accrual of vacation hours for employees on active duty, and possible recommendations for amendments.
13. Authorize Diversified Benefit Services, Inc. to initiate ACH debit entries for participant 125-FSA reimbursements and to initiate credit entries and adjustments to correct any debit entries from the County's specified bank account.
14. Set next meeting date and agenda
15. Adjournment

Next scheduled meeting: December 3, 2012 @ 8:30 am (tentative) and December 18, 2012 @ 8:30 am.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.